

# LAWS AND REGULATIONS RELATING TO

## The Kentucky Board of Veterinary Examiners



*Published By*  
*The Kentucky Board of Veterinary Examiners*  
*P. O. Box 1360*  
*Frankfort, Kentucky 40602*  
*(502) 564-3296*

<http://www.state.ky.us/agencies/finance/occupations/vetexaminers/index.htm>

*October, 2004*  
*Edition*

The statutes and regulations provided in this booklet are an ***unofficial*** version of the Kentucky Revised Statutes and Kentucky Administrative Regulations and are intended for informational purposes only. The official or certified versions of the Kentucky Revised Statutes and Kentucky Administrative Regulations should be consulted for all matters requiring reliance on the statutory text.

# Contents

## KENTUCKY REVISED STATUTES

321.175 Purpose for certain sections of chapter.....	3
321.181 Definitions.....	3
321.185 Veterinarian-client-patient relationship.....	4
321.190 License required to practice veterinary medicine -- No compensation for violator. ....	4
321.193 Veterinarian's license – Qualifications – Requirements – Fees .....	5
321.195 Retirement and reactivation of license.....	5
321.200 Exemptions from application of chapter.....	5
321.201 Special permits -- Duration. ....	6
321.205 Mobile facilities -- Authorized incidental activities.....	6
321.207 Certification of animal control agencies and animal euthanasia specialists. ....	6
321.211 Renewal of license -- Fees -- Expiration and termination of license-- Reinstatement -- Continuing education.....	7
321.221 Licensure by endorsement for veterinarians licensed in other jurisdictions.....	7
321.230 Board of Veterinary Examiners -- Membership -- Qualifications -- Appointment -- Terms -- Vacancies -- Compensation.....	8
321.235 Powers and duties of board.....	8
321.237 Veterinary medical impairment committee .....	9
321.240 Officers -- Meetings -- Notice of examinations -- Seal -- Administrative Regulations. ....	9
321.320 Revolving fund for administration.....	9
321.351 Disciplinary action -- Offenses subject to disciplinary action .....	9
321.360 Hearings by board -- Appeal.....	10
321.441 Registration of veterinary technologists and technicians. ....	10
321.443 Veterinary assistants. ....	11
321.990 Penalties .....	11
201 KAR 16:010. Code of ethical conduct.....	12
201 KAR 16:015. Fees.....	14
201 KAR 16:020. Approved veterinary colleges.....	15
201 KAR 16:030. License, annual renewal notice. ....	16
201 KAR 16:040. Approved programs for veterinary technicians and veterinary technologists. ....	16
201 KAR 16:050. Continuing education.....	17
201 KAR 16:060. Complaint processing procedures. ....	18
201 KAR 16:080. Certified animal control agencies. ....	19
201 KAR 16:090. Certification as an animal euthanasia specialist. ....	20
201 KAR 16:100. Examination.....	21

# Kentucky Revised Statutes

## **321.175 Purpose for certain sections of chapter.**

It is hereby declared that the practice of veterinary medicine is a privilege which is granted by legislative authority in the interest of public health, safety, and welfare. To protect the public from being misled by incompetent, unscrupulous, and unauthorized practitioners, and from unprofessional or illegal practices by persons licensed to practice veterinary medicine, KRS 321.175, 321.181, 321.185, 321.190, 321.193, 321.195, 321.200, 321.201, 321.205, 321.211, 321.221, 321.230, 321.235, 321.237, 321.240, 321.320, 321.351, 321.360, 321.441, 321.443, and 321.990 are enacted in the interest of the health, safety, and welfare of the animal population and the citizens of Kentucky.

## **321.181 Definitions.**

As used in this chapter, unless the context requires otherwise:

- (1) "Board" means the Kentucky Board of Veterinary Examiners;
- (2) "Animal" means any animal, except human beings;
- (3) "Compensation" includes any gift, bonus, fee, money, credit, or other thing of value;
- (4) "Veterinarian" means a practitioner of veterinary medicine who is duly licensed in the Commonwealth of Kentucky;
- (5) "Practice of veterinary medicine" means:
  - (a) To diagnose, treat, correct, change, relieve, or prevent: animal disease, deformity, defect, injury, or other physical or mental conditions, including the prescription or administration of any drug, medicine, biologic, apparatus, application, anesthetic, or other therapeutic or diagnostic substance or technique, and the use of any manual or mechanical procedure for testing for pregnancy, or for correcting sterility or infertility, or to render advice or recommendation with regard to any of the above;
  - (b) To engage in veterinary surgery, obstetrics, embryo transfer, dentistry, acupuncture, manipulation, and all other branches or specialties of veterinary medicine and the prescribing, administering, or dispensing of drugs and medications for veterinary purposes, in accordance with the applicable federal statutes and regulations governing controlled prescription and legend drugs; and
  - (c) To use any title, words, abbreviation, or letters in a manner or under circumstances which induce the belief that the person using them is qualified to do any act described in paragraphs (a) and (b) of this subsection;
- (6) "Embryo transfer" means to remove any embryo from any animal for the purpose of transplanting the embryo into another female animal or for the purpose of cryopreserving the embryo, or to implant the embryo into any animal, including food and companion animals;
- (7) "Chemical restraint" means the use of any prescription or legend drug that restrains or tranquilizes the animal;
- (8) "Direct supervision" means the veterinarian is on the premises, and is quickly and easily available, and the animal has been examined by a veterinarian at the times acceptable veterinary medical practice requires, consistent with the particular delegated animal health care tasks;
- (9) "Indirect supervision" means the veterinarian does not have to be on the premises as long as a valid veterinary/client/patient relationship has been established and the veterinary technologist, veterinary technician, or veterinary assistant has been instructed on the applicable animal health care tasks in accordance with KRS 321.441 and 321.443;
- (10) "Emergency" means the animal has been placed in a life threatening condition and immediate treatment is necessary to sustain life;

(11) "Impaired veterinarian program" means the Kentucky Veterinary Medical Association sponsored program for the identification, intervention, and monitoring of veterinarians impaired as a result of alcoholism, chemical dependence, or drug abuse;

(12) "Veterinary medical impairment committee" means a committee of the Kentucky Veterinary Medical Association, comprised of individuals who have expertise in the areas of alcoholism, chemical dependence, drug abuse, or physical or mental illness, that has been designated by the Kentucky Veterinary Medical Association to perform activities related to the impaired veterinarian program;

(13) "Veterinary technologist" means a person who has successfully completed an accredited program of veterinary technology approved by the board and who is registered in accordance with KRS 321.441;

(14) "Veterinary technician" means a person who has an associate degree related to veterinary sciences, or its equivalent as approved by the board, and who is registered in accordance with KRS 321.441;

(15) "Veterinary assistant" means a lay person employed by a licensed veterinarian in accordance with KRS 321.443;

(16) "Certified animal control agency" means a county or municipal animal shelter, dog pound, or animal control agency; private humane society; state, county, or municipal law enforcement agency; or any combination thereof that temporarily houses stray, unwanted, or injured animals and that is certified under the provisions of KRS 321.207; and

(17) "Certified animal euthanasia specialist" means a person employed by a certified animal control agency who is authorized by the board, under KRS 321.207, to humanely euthanize animals by administering drugs designated by the board for euthanasia.

#### **321.185 Veterinarian-client-patient relationship.**

(1) In order for a veterinarian to practice veterinary medicine, a relationship among the veterinarian, the client, and the patient shall be established and maintained. "Veterinarian-client-patient relationship" means that:

(a) The veterinarian has assumed the responsibility for making judgments regarding the health of the animal and the need for veterinary treatment, and the client, whether owner or other caretaker, has agreed to follow the instructions of the veterinarian;

(b) There is sufficient knowledge of the animal by the veterinarian to initiate at least a general or preliminary diagnosis of the medical condition of the animal. This means that the veterinarian has recently seen and is personally acquainted with the keeping and care of the animal by virtue of an examination of the animal and by medically appropriate and timely visits to the premises where the animal is kept; and

(c) The practicing veterinarian is readily available or shall provide medical service for follow-up in case of adverse reactions or failure of the regimen of therapy. A new regimen of therapy shall be contingent only upon cooperation of the client and availability of the subject animal.

(2) The veterinarian shall maintain records which document patient visits, diagnosis, treatment, and other relevant information.

#### **321.190 License required to practice veterinary medicine -- No compensation for violator.**

Except as provided in KRS 321.200, no person shall practice veterinary medicine or perform any of the duties usually performed by a veterinarian unless the person at the time holds a certificate of license to practice veterinary medicine issued and validly existing under the laws of this Commonwealth, as provided in this chapter. No person who violates any of the provisions of this section shall receive or accept any compensation for services rendered.

**321.193 Veterinarian's license -- Requirements -- Fees.**

(1) The board shall issue a license as a "veterinarian" to an applicant who meets the following requirements:

- (a) Has paid the application fee and the appropriate examination fee;
- (b) Is a person of good moral character;
- (c) Has received a degree from a veterinary college approved by the board; and
- (d) Has achieved a passing score, as set by the board, on examinations required by administrative regulation promulgated by the board.

(2) The application fee for licensure and examination fee shall be promulgated by administrative regulation of the board.

**321.195 Retirement and reactivation of license.**

A veterinarian who wishes to retire his license shall complete an affidavit indicating permanent retirement of the license to practice veterinary medicine. Retirement shall not be permitted if the veterinarian is still engaged in veterinary medicine in any other state. If reactivation of licensure is desired, a veterinarian shall submit proof of the completion of the continuing education requirements of KRS 321.211 within the last twelve (12) months and remit appropriate renewal fees.

**321.200 Exemptions from application of chapter.**

(1) No provision of this chapter shall be construed to prohibit any of the following:

(a) Any persons from gratuitously treating animals in cases of emergency if they do not represent themselves to be veterinarians or use any title or degree pertaining to veterinary practice;

(b) The owner of any animal or animals and the owner's full-time, or part-time, regular employees from caring for and treating, including administering drugs to, any animals belonging to the owner. Transfer of ownership or a temporary contract shall not be used for the purpose of circumventing this provision;

(c) Any person from castrating food animals and dehorning cattle, as long as any drugs or medications are obtained and used in accordance with applicable federal statutes and regulations governing controlled and legend drugs.

(d) Any student enrolled in any approved veterinary school or college from working under the direct supervision of a veterinarian who is duly licensed under the laws of this Commonwealth and whose compensation is paid solely by the licensed veterinarian;

(e) Nonlicensed graduate veterinarians in the United States Armed Services or employees of the Animal and Plant Health Inspection Service of the United States Department of Agriculture or the Kentucky Department of Agriculture, Division of Animal Health while engaged in the performance of their official duties, or other lawfully qualified veterinarians residing in other states, from meeting licensed veterinarians of this Commonwealth in consultation;

(f) A trainer, sales agent, or herdsman from caring for animals, provided there is a veterinary-client-patient relationship, as defined in KRS 321.185;

(g) A university faculty member from teaching veterinary science or related courses, or a faculty member or staff member from engaging in veterinary research, including drug and drug testing research, provided that research is conducted in accordance with applicable federal statutes and regulations governing controlled and legend drugs; or

(h) Any person who holds a postgraduate degree in reproductive physiology or a related field, and who has performed embryo transfers in Kentucky during the five (5) years immediately preceding July 14, 1992, from performing embryo transfers.

(2) Nothing in this chapter shall interfere with the professional activities of any licensed pharmacist.

**321.201 Special permits -- Duration.**

(1) The board may issue a special permit to practice veterinary medicine to:

(a) A nonlicensed veterinarian who is a qualified applicant to become a licensed veterinarian by examination, and who is employed by and under the direct supervision of a Kentucky licensed veterinarian. The special permit shall be issued after the application has been made to take the next examination given by the board and the required fees paid. A letter of recommendation from the supervising licensed veterinarian shall be submitted with the application. The special permit shall expire the day after the notice of results of the first examination given after the permit was issued.

(b) A veterinarian who is licensed in, and who has practiced for one (1) year immediately preceding application in another state, territory, or district of the United States whose licensing requirements are equal to or higher than those of Kentucky, and who has made application to take the next examination given by the board and paid the required fees. The special permit shall expire the day after the notice of results of the first examination given after the permit was issued.

(2) A special permit may be subject to the disciplinary procedures as set forth in KRS 321.351.

**321.205 Mobile facilities -- Authorized incidental activities.**

A veterinarian may:

(1) Make farm or house calls in a motor vehicle or utilize a motor vehicle equipped with special medical or surgical equipment if the veterinarian has a permanent base of operations with a published address and telephone number recorded with the board where the veterinarian may be contacted.

(2) Apply the principles of environmental sanitation, food inspection, animal nutrition, artificial insemination, environmental pollution control, zoonotic disease control, and disaster medicine in the promotion and protection of public health; and

(3) Engage in the collection of hazardous biological specimens and the use of vaccine which may be injurious to humans, in accordance with applicable federal statutes and regulations.

**321.207 Certification of animal control agencies and animal euthanasia specialists.**

(1) The Board of Veterinary Examiners, upon submission of a complete application and payment of a fee established by the board, shall issue to any animal control agency that it determines to be qualified, authorization to apply to the federal Drug Enforcement Agency, including any successor entity, for a restricted controlled substance registration certificate for the purchase, possession, and use of sodium pentobarbital or other drugs as authorized by the board for administration by a certified animal euthanasia specialist to euthanize injured, sick, or abandoned animals.

(2) To satisfy the board's authorization, the applicant shall comply with administrative regulations promulgated by the board which contain standards for proper storage and handling of the drugs the board has authorized for use, and any other provisions as may be necessary to ensure that the drugs are used safely and solely for the purpose set forth in this section.

(3) If the registration certificate is granted by the federal Drug Enforcement Agency, and the applicant otherwise satisfies the requirements of the Board of Veterinary Examiners, the board shall certify the animal control agency to euthanize animals.

(4) Upon submission of a complete application, payment of a fee established by the board, and successful completion of a board-approved animal euthanasia specialist training course by the applicant, the Board of Veterinary Examiners shall issue to any person whom it determines to be qualified, a certificate for the person to function as a certified animal euthanasia specialist.

(5) Euthanasia of animals in a certified animal control agency shall be performed by a licensed veterinarian, including a registered veterinary technician or technologist employed by and functioning under the direct supervision of a licensed veterinarian, or a certified animal euthanasia specialist as provided for in subsection (4) of this section. A certified animal control agency that employs a certified animal euthanasia specialist may purchase, possess, and administer sodium pentobarbital or other drugs that the board approves for the euthanasia of animals. Sodium pentobarbital and other drugs approved by the board shall be the only drugs used for the euthanasia of animals in a certified animal control agency.

(6) Certified animal control agencies and certified animal euthanasia specialists shall be required to renew their certificates at intervals, upon conditions, and upon the payment of fees established by the board.

**321.211 Renewal of license -- Fees -- Expiration and termination of license -- Reinstatement -- Continuing education.**

(1) Each person licensed as a veterinarian shall, on or before September 30 of each even-numbered year, pay to the board a renewal fee to be promulgated by administrative regulation of the board for the renewal of his license. All licenses not renewed by September 30 of each even-numbered year shall expire based on the failure of the individual to renew in a timely manner.

(2) A sixty (60) day grace period shall be allowed after September 30, as required for renewal in subsection (1) of this section, during which time individuals may renew their licenses upon payment of the renewal fee plus a late renewal fee as promulgated by administrative regulation of the board. All licenses not renewed by November 30 shall terminate based on the failure of the individual to renew in a timely manner. Upon termination, the licensee is no longer eligible to practice in the Commonwealth.

(3) After the sixty (60) day grace period, individuals with a terminated license may have their licenses reinstated upon payment of the renewal fee plus a reinstatement fee as promulgated by administrative regulation of the board. No person who applies for reinstatement after termination of his license shall be required to submit to any examination as a condition for reinstatement, if reinstatement application is made within five (5) years from the date of termination.

(4) A suspended license is subject to expiration and termination and shall be renewed as provided in this chapter. Renewal shall not entitle the licensee to engage in the practice until the suspension has ended, or is otherwise removed by the board and the right to practice is restored by the board.

(5) A revoked license is subject to expiration or termination but may not be renewed. If it is reinstated, the licensee shall pay the reinstatement fee as set forth in subsection (3) of this section and the renewal fee as set forth in subsection (1) of this section.

(6) A person who fails to reinstate his license within five (5) years after its termination may not have it renewed, restored, reissued, or reinstated. A person may apply for and obtain a new license by meeting the current requirements of this chapter.

(7) The board may require that a person applying for renewal or reinstatement of licensure show evidence of completion of continuing education as prescribed by the board by administrative regulation.

**321.221 Licensure by endorsement for veterinarians licensed in other jurisdictions.**

(1) The board may issue a license by endorsement to any applicant who, upon applying to the board and remitting a fee set by the board, demonstrates to the board that he has met the following requirements:

(a) The applicant is a graduate of a veterinary college approved by the board;

(b) The applicant is of good moral character;

(c) The applicant holds a valid license to practice veterinary medicine and has practiced veterinary medicine in another state of the United States, the District of Columbia, or a territory

of the United States for at least one (1) year immediately preceding application, if the requirements for licensure in the issuing state are equal to or higher than the standards required for the issuance of a new license under the provisions of this chapter; and

(d) The applicant has passed an examination given by the board on the laws and administrative regulations of the Commonwealth of Kentucky governing the practice of veterinary medicine.

(2) The board shall not issue a license by endorsement to any applicant who is under investigation in another state, territory, or the District of Columbia for an act which could result in disciplinary action in that jurisdiction until the investigation and disciplinary proceedings have been completed.

**321.230 Board of Veterinary Examiners -- Membership -- Qualifications -- Appointment -- Terms -- Vacancies -- Compensation.**

There hereby is created a board to be known as the "Kentucky Board of Veterinary Examiners." The board shall consist of eight (8) members appointed by the Governor, and the Commissioner of Agriculture or his designee. Seven (7) members shall be citizens of the Commonwealth of Kentucky and shall each have been lawfully engaged in the practice of veterinary medicine in this Commonwealth for at least two (2) years next preceding the date of his appointment. One (1) member shall be a citizen at large who is not associated with or financially interested in the practice or business regulated. The four

(4) appointed members serving on July 14, 1992, shall continue to serve as board members until their respective terms expire. The four (4) appointed members to be added to the board by this section, shall originally be appointed as follows: one (1) member to a one (1) year term, one (1) member for a two (2) year term, one (1) member for a three (3) year term, and one (1) member for a four (4) year term. All appointed members thereafter shall be appointed for a term of four (4) years. Any vacancy in the appointed membership of the board shall be filled for the unexpired term by appointment by the Governor. Each member of the board shall receive one hundred dollars (\$100) per day for each day of service actually given in carrying out his duties under this chapter, in addition to his necessary traveling, hotel, and contingent expenses incurred in attending the meetings of the board and in the performance of his duties.

**321.235 Powers and duties of board.**

(1) The board shall administer and enforce the provisions of this chapter and shall have the responsibility of evaluating the qualifications of applicants for licensure and certification.

(2) The board may issue subpoenas, examine witnesses, pay appropriate witness fees, administer oaths, and investigate allegations of practices violating the provisions of this chapter.

(3) The board may promulgate administrative regulations pursuant to Chapter 13A and this chapter to carry out the provisions of this chapter.

(4) The board may conduct hearings and keep records and minutes necessary to carry out the function of this chapter.

(5) The board may evaluate the qualifications and authorize the issuance of licenses, registration, or certification to qualified candidates.

(6) The board may renew licenses, registrations, and certifications and require continuing education as a condition for renewal.

(7) The board may suspend, or revoke licenses or certifications, or impose supervisory or probationary conditions upon licensees or certificate holders, or impose administrative disciplinary fines, issue written reprimands, or any combination thereof.

(8) The board may seek injunctive relief in Franklin Circuit Court to stop the unlawful practice of veterinary medicine by unlicensed persons.



**321.237 Veterinary medical impairment committee.**

(1) The board shall have the authority to enter into an agreement with the Kentucky Veterinary Medical Association for a veterinary medical impairment committee to undertake the functions and responsibilities of an impaired veterinarian program, as specified in the agreement. The functions and responsibilities may include any of the following:

- (a) Receiving and evaluating reports of suspected impairment from any source;
- (b) Intervening in cases of verified impairment; or
- (c) Referring impaired veterinarians to treatment programs.

(2) Other provisions of law notwithstanding, all board and committee records pertaining to the impaired veterinarian program shall be kept confidential. No person in attendance at any meeting of the committee shall be required to testify as to any committee discussions or proceedings.

(3) Other provisions of law notwithstanding, no member of the board of the Kentucky Veterinary Medical Association or the veterinary medical impairment committee shall be liable for damages to any person for any acts, omissions, or recommendations made by him in good faith while acting within the scope of his responsibilities pursuant to this section.

**321.240 Officers -- Meetings -- Notice of examinations -- Seal -- Administrative regulations.**

(1) The board shall annually elect a chairman, a vice chairman, and a secretary-treasurer from the appointed members of the board.

(2) The board shall hold at least two (2) meetings annually for the purpose of giving examinations under this chapter and additional meetings as the board may deem necessary. The additional meetings may be held upon call of the chairman or upon written request of three (3) members of the board. Five (5) members of the board shall constitute a quorum to conduct business.

(3) The board may employ any other persons it deems necessary to carry on the work of the board and shall define their duties and fix their compensation.

(4) Upon recommendation of the board, the Governor may remove any member of the board for a poor attendance record, neglect of duty, or malfeasance in office.

(5) The board shall promulgate administrative regulations as it may deem necessary and proper to effectively carry out and enforce the provisions of this chapter, including regulations to establish authorized fees. Fees may not exceed amounts necessary to generate sufficient funds to effectively carry out and enforce the provisions of this chapter.

(6) The board shall promulgate a code of conduct governing the practice of veterinary medicine which shall be based upon generally recognized principles of professional ethical conduct.

**321.320 Revolving fund for administration.**

All fees and other moneys received by the board pursuant to the provisions of this chapter shall be deposited in the State Treasury to the credit of a revolving fund for the use of the board. No part of this revolving fund shall revert to the general funds of this Commonwealth. The compensation of members of the board and all of the employees of the board and all expenses incurred by the board shall be paid from this revolving fund.

**321.351 Disciplinary action -- Offenses subject to disciplinary action.**

(1) The board may refuse to issue a license, or may suspend, revoke, impose probationary or supervisory conditions upon, impose an administrative fine, issue a written reprimand, or any combination thereof regarding any licensee upon proof that the licensee has:

(a) Committed any act of dishonesty or corruption. If the act constitutes a crime, conviction in a criminal proceeding is not a condition precedent to disciplinary action. Upon conviction of the crime, the judgment and sentence are presumptive evidence at the ensuing

disciplinary hearing of the guilt of the licensee or applicant. Conviction includes all instances in which a plea of no contest on the basis of the conviction;

(b) Misrepresented or concealed a material fact in obtaining a license, or in reinstatement thereof;

(c) Committed any unfair, false, misleading, or deceptive act or practice;

(d) Been incompetent or negligent in the practice of veterinary medicine;

(e) Violated any state statute or administrative regulation governing the practice of veterinary medicine or any activities undertaken by a veterinarian;

(f) Failed to comply with an order issued by the board or an assurance of voluntary compliance;

(g) Violated the code of ethical conduct as set forth by the board by administrative regulation; or

(h) Violated any applicable provision of any federal or state law or regulation regarding the dispensing of controlled or legend drugs.

(2) Five (5) years from the date of a revocation, any person whose license has been revoked may petition the board for reinstatement. The board shall investigate the petition and may reinstate the license upon a finding that the individual has complied with any terms prescribed by the board and is again able to competently engage in the practice of veterinary medicine.

(3) When in the judgment of the board, an alleged violation is not of a serious nature, and the evidence presented to the board after the investigation and appropriate opportunity for the licensee to respond, provides a clear indication that the alleged violation did in fact occur, the board may issue a written reprimand to the licensee. A copy of the reprimand shall be placed in the permanent file of the licensee. The licensee shall have the right to file a response to the reprimand within thirty (30) days of its receipt and to have the response placed in the permanent licensure file. The licensee may alternatively, within thirty (30) days of the receipt, file a request for hearing with the board. Upon receipt of this request the board shall set aside the written reprimand and set the matter for hearing.

(4) At any time during the investigative or hearing processes, the board may enter into an agreed order or accept an assurance of voluntary compliance with the licensee which effectively deals with the complaint.

(5) The board may reconsider, modify, or reverse its probation, suspensions, or other disciplinary action.

### **321.360 Hearings by board -- Appeal.**

(1) The board, before suspending, revoking, imposing probationary or supervisory conditions upon, imposing an administrative fine, or any combination of actions regarding any license under the provisions of this chapter, shall set the matter for hearing in accordance with KRS Chapter 13B. After denying an application under the provisions of this chapter, or issuing a written reprimand, the board shall grant a hearing in accordance with KRS Chapter 13B to the denied applicant only upon written request of the applicant made within thirty (30) days of the date of the letter advising of the denial or the reprimand.

(2) Any party aggrieved by a final order of the board may appeal to Franklin Circuit Court in accordance with KRS Chapter 13B.

### **321.441 Registration of veterinary technologists and technicians.**

(1) An applicant for registration as a veterinary technologist shall be a graduate of an accredited program of veterinary technology approved by the board and have met all the requirements of the board. An applicant for registration as a veterinary technician shall possess an associate degree related to veterinary sciences, or its equivalent, approved by the board and have met all the requirements of the board. An applicant for registration as a veterinary technologist or veterinary technician shall pass a written and practical examination as

determined by the board to assess the qualifications and fitness of an applicant to engage in the practice.

(2) Registration issued to a veterinary technologist or veterinary technician shall not be active until the veterinary technologist or veterinary technician is employed and is under the direct supervision of a veterinarian licensed in this Commonwealth. A veterinary technologist or veterinary technician's registration is considered to be inactive until registration is activated by returning a renewal application signed by the supervising veterinarian and the application is approved by the board. Each veterinary technologist or veterinary technician registered by the board shall pay an annual fee as prescribed by the board. Each veterinary technologist or veterinary technician registered by the board shall attend annual continuing education hours as required by the board to renew the registration. Failure to renew shall result in the termination of registration. If a hearing is requested upon the rejection of an application, or upon the termination of registration, a hearing shall be conducted in accordance with the provision of KRS 321.360.

(3) The services of a veterinary technologist or veterinary technician shall be limited to the performance of duties under the direct supervision of a licensed veterinarian except for the routine administration of drugs, vaccines, parasite control agents, and growth stimulating implants for food animals prescribed by a veterinarian and under the indirect supervision of a veterinarian where a veterinarian-client-patient relationship exists. A veterinary technologist or veterinary technician shall receive no fee or compensation for services other than salary or compensation paid by the establishment by which the veterinary technologist or veterinary technician is employed. A veterinary technologist or veterinary technician shall not participate in the operation of a branch office, clinic, or allied establishment unless a licensed veterinarian is on the premises. A veterinary technologist or veterinary technician shall not diagnose, prescribe medication or treatment, or perform surgical procedures other than castrating and dehorning of food animals. A veterinary technologist or veterinary technician may assist a veterinarian in all duties of veterinary medicine and surgery.

(4) A veterinarian shall utilize the services of a veterinary technologist or veterinary technician in accordance with the terms and provisions of this chapter. Unauthorized utilization of veterinary technologist or veterinary technicians by veterinarians shall be considered as aiding and abetting any unlicensed person to practice veterinary medicine as described in KRS 321.351.

#### **321.443 Veterinary assistants.**

(1) A veterinary assistant may work only under the direct supervision of a veterinarian except for the routine administration of drugs, vaccines, parasite control agents, and growth stimulating implants for food animals prescribed by a veterinarian and under the indirect supervision of a veterinarian where a veterinarian-client-patient relationship exists.

(2) Duties of a veterinary assistant shall exclude diagnosing, prescribing medication or treatment, and performance of surgical procedures other than castrating and dehorning of food animals.

(3) A veterinarian shall utilize the service of a veterinary assistant in accordance with the terms and provisions of this chapter. Unauthorized utilization of veterinary assistants shall be considered as aiding and abetting an unlicensed person to practice veterinary medicine as described in KRS 321.351.

#### **321.990 Penalties.**

Any person who shall violate or aid in the violation of any of the provisions of KRS 321.175, 321.181, 321.185, 321.190, 321.193, 321.195, 321.200, 321.201, 321.205, 321.207, 321.211, 321.221, 321.230, 321.235, 321.237, 321.240, 321.320, 321.351, 321.360, 321.441, and 321.443 shall be guilty of a misdemeanor and upon conviction shall be fined not less than ten dollars (\$10) nor more than five hundred dollars (\$500), or sentenced to jail for not less than ten (10) nor more than ninety (90) days, or both so fined and imprisoned in the discretion of the jury.

# Kentucky Administrative Regulations

## **201 KAR 16:010. Code of ethical conduct.**

RELATES TO: KRS 321.351(1)(h)

STATUTORY AUTHORITY: KRS 321.235

NECESSITY, FUNCTION, AND CONFORMITY: KRS 321.351 provides for the suspension or revocation of a certificate of license, imposition of probationary conditions or an administrative fine, or the issuance of a written reprimand for any violation of the code of ethical conduct promulgated by the board. This administrative regulation sets forth certain acts or inaction which shall constitute a code of ethical conduct for each licensed practitioner.

Section 1. A veterinarian shall take sufficient time and conduct the appropriate tests necessary to diagnose the condition of the patient which he is treating.

Section 2. A veterinarian shall bill accurately and truthfully for services rendered.

Section 3. A veterinarian shall maintain adequate equipment to treat patients that he is called upon to treat in the practice of veterinary medicine.

Section 4. A veterinarian shall maintain his service premises and all equipment in a clean and sanitary condition.

Section 5. A veterinarian shall not issue a certificate of health unless he has personal knowledge through actual examination and appropriate testing of the animal that the animal meets the requirements for the issuance of the certificate.

Section 6. A veterinarian shall not aid or abet the unlawful practice of veterinary medicine.

Section 7. (1) A veterinarian shall not sell, or offer for sale, prescription medicine or drugs at any place other than:

- (a) His office, clinic, or hospital; or
- (b) Other place where he is treating patients.

(2) The prescription drugs or medicines sold, or offered for sale, shall be used in the treatment of the patient the veterinarian is treating.

(3) A veterinarian may fill the prescription of another licensed veterinarian who has established a bona fide veterinarian-client-patient relationship in a case.

Section 8. A veterinarian shall not engage in false, misleading, or deceptive advertising.

Section 9. A veterinarian shall not write testimonials as to the virtue of drugs, medicines, remedies, or foods except to report the results of properly controlled experiments or clinical studies to interested veterinary organizations and associations.

Section 10. A veterinarian shall keep adequate and sufficient records of the examination and treatment of all patients for a period of five (5) years after the last examination of the patient.

Section 11. A veterinarian shall not represent to the public that he is a board certified specialist in any specialty of veterinary medicine unless that veterinarian has:

(1) Been certified by a certifying board approved by the Kentucky Board of Veterinary Examiners; and

(2) Furnished proof of certification to the board.

Section 12. (1) A veterinarian shall not overutilize his practice.

(2) A practice shall be deemed overutilized if it is excessive in quality or amount relevant to the needs of the patient.

(3) Whether a practice is overutilized shall be determined by considering:

- (a) The patient's history and subjective symptoms;
- (b) Objective findings;
- (c) Reasonable clinical judgment; and
- (d) Other information relevant to the practice of veterinary medicine.

Section 13. A veterinarian shall promptly notify the board of:

(1) Disciplinary action taken against him; or

(2) The voluntary surrender of his license to practice veterinary medicine in another jurisdiction; and

(3) the conviction, in any jurisdiction, of a:

(a) Misdemeanor; or

(b) Felony.

Section 14. A veterinarian's practice shall conform to the currently accepted standards in the profession of veterinary medicine.

Section 15. A veterinarian shall not engage in fraud, deceit, or misrepresentation in the:

(1) Procurement of a license to practice veterinary medicine; or

(2) The practice of veterinary medicine.

Section 16. A veterinarian shall not practice veterinary medicine:

(1) So as to endanger the health and welfare of his patients or the public; or

(2) If his ability to practice with reasonable skill and safety is adversely affected by reason of excessive use of:

(a) Alcohol;

(b) Drugs;

(c) Narcotics;

(d) Chemicals; or

(e) Other substances.

Section 17. A veterinarian shall conduct professional activities in conformity with all federal, state, and municipal laws, ordinances or regulations.

Section 18. A veterinarian shall comply with a request by the board to appear before the board or to provide information to the board.

Section 19. A veterinarian shall comply with restrictions on his practice of veterinary medicine imposed by the board with the licensee's consent or after notice and hearing.

Section 20. A veterinarian shall notify the board of the suspension, revocation, or voluntary surrender of his Federal Drug Enforcement Administration registration or his state controlled substances license.

Section 21. (1) A veterinarian shall not abuse or take advantage of the confidence reposed in him by his client.

(2) A veterinarian shall not enter into a business transaction with a client in which the veterinarian and his client have differing interests if the:

(a) Client reasonably expects the veterinarian to exercise his professional judgment for the protection of the client;

(b) Veterinarian has not fully disclosed his interest; and

(c) Client has not consented after full disclosure.

(3) Acceptance of a fee from both the buyer and the seller in a transaction shall constitute prima facie evidence of a conflict of interest.

(4) Acceptance of a fee from a buyer and a seller in an inspection of an animal for soundness shall constitute a conflict of interest.

Section 22. A veterinarian shall not prescribe, dispense or administer controlled substances except in the course of his professional practice and when a bona fide veterinarian-client-patient relationship has been established.

Section 23. A veterinarian shall maintain a confidential relationship with his clients, except as otherwise provided by law, or required by considerations related to public health or animal health.

Section 24. A veterinarian shall not verbally abuse or harass, nor physically threaten or assault a client, an employee, a board member, or any agent of the board.

Section 25. A veterinarian shall not physically abuse or engage in unnecessary rough handling of a patient under his care.

Section 26. A veterinarian shall not permit a veterinary technologist, technician, or assistant to diagnose, prescribe medical treatment, or perform surgical procedures other than the castrating and dehorning of food animals.

Section 27. A veterinarian shall not refuse treatment of a patient on the basis of the client's race, color, sex, religion, national origin, or disability.

Section 28. (1) If treatment is initiated, it shall be completed unless terminated by the client.

(2) A veterinarian shall have the right to refuse to:

(a) Admit as an inpatient to his hospital or clinic an animal that is not currently vaccinated; or

(b) Render veterinary medical services for an owner who physically or verbally abuses the veterinarian or his employee.

Section 29. A veterinarian shall not neglect a patient under his care.

Section 30. A veterinarian shall, where possible, preserve the body of any patient which dies while in the veterinarian's care while its owner is away, except as otherwise provided by law.

Section 31. A veterinarian shall obtain the consent of the owner before disposing of any patient which dies while in the veterinarian's care, provided the consent is given within a reasonable time. Any patient disposal shall be done according to all applicable health and safety laws and regulations.

Section 32. A veterinarian shall obtain the consent of the patient's owner or agent before administering general anesthesia or performing any surgical procedure, unless circumstances qualifying as an emergency do not permit obtaining the consent.

Section 33. A veterinarian shall post at his facility and make available over the telephone his policy regarding the hours, emergency coverage, and other similar provisions for the operation of his facility.

Section 34. A veterinarian shall ascertain, before hiring, whether a person who may be hired as a veterinarian has a valid, current Kentucky license to practice veterinary medicine and shall be responsible for ascertaining whether the license to practice veterinary medicine of any veterinarian employee is current.

Section 35. A veterinarian shall obtain the consent of a patient's owner or agent before transporting a patient to another facility for veterinary medical care or any other reason, unless circumstances qualifying as an emergency do not permit obtaining such consent.

#### **201 KAR 16:015. Fees.**

RELATES TO: KRS 321.193, 321.195, 321.201, 321.207, 321.211, 321.221

STATUTORY AUTHORITY: KRS 321.193(2), 321.211

NECESSITY, FUNCTION, AND CONFORMITY: KRS 321.193(2) and 321.211 require the Board of Veterinary Examiners to establish the application, examination, and renewal fees for veterinarians. This administrative regulation establishes the application, examination, and renewal fees.

Section 1. Application Fees. (1) The application fee for a licensed veterinarian shall be \$100.

(2) The application fee for a veterinary technician or a veterinary technologist shall be twenty-five (25) dollars.

Section 2. Examination Fees. (1) The fee for the North American Veterinary Licensing Examination shall be paid directly to the National Board of Veterinary Medical Examiners.

(2) The fee for the state examination shall be \$100.

(3) The fee for the veterinary technician or technologist examination shall be \$100.

Section 3. Renewal Fees and Penalties for a Veterinarian, Veterinary Technician, and Veterinary Technologist. The following fees and penalties shall be paid in connection with licensure renewals and penalties:

(1) The biennial renewal fee for licensure as a veterinarian shall be \$100 if paid by September 30.

(2) The late renewal fee, including penalty, for the grace period extending from October 1 to November 30 for licensure as a veterinarian shall be \$200.

(3) The renewal fee for reinstatement of licensure as a veterinarian after November 30 shall be \$300.

(4) The renewal fee for renewal of licensure as a veterinary technologist or technician shall be thirty (30) dollars.

(5) The late renewal fee, including penalty, for the grace period extending from October 1 to November 30 for renewal of licensure as a veterinary technologist or technician shall be forty (40) dollars.

(6) The renewal fee for reinstatement of licensure as a veterinary technician or technologist after November 30 shall be fifty (50) dollars.

Section 4. Special Permit Fee. The fee for a special permit shall be fifty (50) dollars.

Section 5. Fee for Issuance of Certification for a Certified Animal Control Agency and a Certified Animal Euthanasia Specialist. (1) The fee for issuance of a certificate to an animal control agency shall be fifty (50) dollars.

(2) The fee for issuance of a certificate to a certified animal euthanasia specialist shall be fifty (50) dollars.

Section 6. Renewal of Certification for a Certified Animal Control Agency and a Certified Animal Euthanasia Specialist. (1) Each certified animal control agency and certified animal euthanasia specialist shall annually, on or before March 1, pay to the board a renewal fee of fifty (50) dollars for the renewal of the certificate. A certificate not renewed by March 1 of each year shall expire based on the failure to renew in a timely manner.

(2) A sixty (60) day grace period shall be allowed after March 1, during which time the animal control agency or certified animal euthanasia specialist may continue to function and may renew the certificate upon payment of a late fee of sixty (60) dollars.

(3) A certificate not renewed before May 1 shall terminate based on the failure to renew in a timely manner. Upon termination, the certificate is no longer valid in the Commonwealth.

(4) After the sixty (60) day grace period, a certificate that has been terminated may be reinstated upon payment of a reinstatement fee of seventy-five (75) dollars.

(5) The renewal fee for the first renewal shall be waived for a certificate received within 120 days prior to the renewal date.

#### **201 KAR 16:020. Approved veterinary colleges.**

RELATES TO: KRS 321.193

STATUTORY AUTHORITY: KRS 321.235, 321.240

NECESSITY, FUNCTION, AND CONFORMITY: KRS 321.190 requires all persons engaging in the practice of veterinary medicine in the State of Kentucky to be licensed by the Kentucky Board of Veterinary Examiners. KRS 321.190 sets forth the requirements for licensure as a veterinarian. One (1) of the requirements is the receipt of a degree from a veterinary college approved by the board. This administrative regulation sets forth the veterinary colleges approved by the board.

Section 1. A degree from a veterinary college approved by the board pursuant to KRS 321.193(1)(c) shall be a veterinary college which had full accreditation, limited accreditation, or approval by the American Veterinary Medical Association (AVMA) Council on Education when the applicant received a degree from the veterinary college.

Section 2. If an applicant does not possess a degree from a veterinary college as set forth in Section 1 of this administrative regulation, the candidate shall be able to qualify for licensure pursuant to KRS 321.193(1)(c) by successfully completing the program and receiving certification from the Educational Commission for Foreign Veterinary Graduates (ECFVG) of the American Veterinary Medical Association.

**201 KAR 16:030. License, annual renewal notice.**

RELATES TO: KRS 321.193, 321.211, 321.221, 321.441

STATUTORY AUTHORITY: KRS 321.235, 321.240

NECESSITY, FUNCTION, AND CONFORMITY: KRS 321.193, 321.221, and 321.441 require the board to issue a license or registration to all persons successfully passing the examination and being qualified to engage in the practice of veterinary medicine or as a veterinary technician or veterinary technologist in this state. KRS 321.211 and 321.441 provide for the renewal of the license or registration. This administrative regulation requires the mailing of a renewal notice to all licensed veterinarians, veterinary technicians, and veterinary technologists and requires all licensed veterinarians, veterinary technicians, and veterinary technologists to complete the renewal notice and return it, along with the renewal fee to the board. It further requires all licensed veterinarians, veterinary technicians, and veterinary technologists to keep the board apprised of the current address of the licensee.

Section 1. (1) The Kentucky Board of Veterinary Examiners shall on or about August of each even-numbered year mail to each licensed veterinarian a renewal notice.

(2) The Kentucky Board of Veterinary Examiners shall on or about August of each year mail to each licensed veterinary technician, and veterinary technologist an annual renewal notice.

(3) This renewal notice shall be completed and received by the board on or before September 30 of the appropriate year.

(4) Renewals bearing a postmark of September 30 or earlier shall be considered received in a timely manner.

(5)(a) The renewal fee shall be attached to the completed renewal notice when it is returned to the board.

(b) The renewal fee shall be paid by personal check, certified check, cashier's check or postal money order, payable to the Kentucky State Treasurer.

(6) All information requested on the renewal notice shall be furnished to the board when the completed renewal notice is returned to the board.

Section 2. Every licensed veterinarian, veterinary technician, or veterinary technologist shall file his proper and current mailing address with the board at its principal office and shall immediately notify the board of any and all changes of his mailing address.

Section 3. (1) Every licensed veterinarian shall list their continuing education hours received pursuant to 201 KAR 16:050 with the renewal form and furnished the information to the board.

(2)(a) The board shall not renew the license of any person who fails to receive or appropriately document the required hours of continuing education.

(b) The license shall expire and subsequently be terminated as prescribed by KRS 321.211.

**201 KAR 16:040. Approved programs for veterinary technicians and veterinary technologists.**

RELATES TO: KRS 321.441

STATUTORY AUTHORITY: KRS 321.235, 321.240

NECESSITY, FUNCTION, AND CONFORMITY: KRS 321.441 provides for the qualification, registration, and use of veterinary technicians and veterinary technologists. KRS 321.441 sets forth the requirements for registration as a veterinary technician and a veterinary technologist. One (1) of the requirements is the receipt of a degree from a program approved by the board. This administrative regulation sets forth the programs approved by the board.

Section 1. In determining qualifications for registration as a veterinary technologist, an accredited program of veterinary technology approved by the board pursuant to KRS 321.441(1) shall be a program which had full accreditation, limited accreditation, or approval by the American Veterinary Medical Association (AVMA) Council on Education when the applicant received a degree from the institution.



Section 2. In determining qualifications for registration as a veterinary technician, an associate degree related to veterinary sciences, or its equivalent approved by the board pursuant to KRS 321.441(1) shall be a program which had full accreditation, limited accreditation, or approval by the American Veterinary Medical Association (AVMA) Council on Education when the applicant received a degree from the institution.

**201 KAR 16:050. Continuing education.**

RELATES TO: KRS 321.211(7), 321.235(6), 321.441(2)

STATUTORY AUTHORITY: KRS 321.211(7), 321.235(1), (3), (5), (6), (7), 321.441(2)

NECESSITY, FUNCTION, AND CONFORMITY: Pursuant to KRS 321.211(7) the board may require that a person applying for renewal or reinstatement to show evidence of completion of continuing education. This administrative regulation establishes the requirements for continuing education hours relating to the practice of veterinary medicine.

Section 1. (1)(a) A veterinarian shall be required to biennially complete thirty (30) hours of continuing education to be eligible for renewal of his or her license.

(b) Of the required hours, at least twenty (20) hours shall be directly related to the practice of veterinary medicine and no more than ten (10) hours may be in related areas such as practice management.

(c) A veterinarian may acquire no more than four (4) hours of continuing education in each renewal period by the completion of audio or video recordings, electronic, computer or interactive materials or programs on scientific subjects prepared or approved by any of the organizations identified in Section 2(1) and (2) of this administrative regulation.

(2) A veterinary technician and veterinary technologist shall annually complete six (6) hours of continuing education to be eligible for renewal of his or her registration.

(3) Continuing education shall be earned from October 1 of each renewal period until September 30 at the end of the period.

Section 2. Approved Courses. (1) The following programs shall be approved:

(a) All scientific programs of all organizations of the American Veterinary Medical Association, its constituent organizations and its recognized specialty groups and accredited veterinary medical institutions whose meetings impart educational material directly relating to veterinary medicine;

(b) Programs which are approved by the Registry of Approved Continuing Education (RACE) of the American Association of Veterinary State Boards (AAVSB); and

(c) All programs approved by the board, not associated with RACE or the American Veterinary Medical Association and its suborganizations.

(2) Those programs shall impart knowledge directly relating to the practice of veterinary medicine to the end that the utilization and application of new techniques, scientific and clinical advances, and the achievement of research may assure expansive and comprehensive care to the public.

Section 3. (1) A licensee and a registrant shall:

(a) Secure documentation of attendance at a course; and

(b) Annually, list on "Licensed Veterinarian Annual Renewal Form" or "Veterinary Technician Annual Renewal Form", as appropriate, each course he or she attended.

(2) The board may require documentation of attendance at continuing education courses to be submitted to it.

Section 4. (1) The board may, in individual cases involving medical disability or illness, grant waivers of the continuing education requirements or extensions of time within which to fulfill the same or make the required reports.

(a) A written request for medical disability or illness waiver or extension of time shall be:

1. Submitted by the licensee and registrant; and

2. Accompanied by a verifying document signed by a licensed physician.

(b) A waiver of the minimum continuing education requirements or an extension of time within which to fulfill the same may be granted by the board for a period of time not to exceed one (1) calendar year.

(c) If the medical disability or illness upon which a waiver or extension has been granted continues beyond the period of the waiver or extension, the licensee or registrant shall reapply for another extension.

(2) The board may grant a waiver to a licensee who is unable to meet the continuing education requirements of this administrative regulation because of obligations arising from military duty.

(a) A licensee engaged in active military duty and deployed outside the United States for more than eight (8) months shall not be required to have completed the continuing education requirement for licensure periods during which that status exists.

(b) A licensee who is called to active duty in the armed forces, shall not be required to have completed the continuing education requirement for licensure periods during which that status exists.

(c) The licensee requesting an extension or waiver under this provision shall submit the appropriate military assignment form, deployment orders, or a statement from the licensee's unit commander confirming the call-up or deployment.

Section 5. (1)(a) A license or registration that has been terminated shall be reinstated if a licensee or registrant submits proof that he has completed the required number of continuing education hours within the twelve (12) month period immediately preceding the date on which the application is submitted.

(b) The board may permit the immediate reinstatement of a terminated license or registration if the licensee or registrant agrees to complete the required number of continuing education hours within six (6) months of the date of reinstatement.

(2) Prior to renewal of a license or registration for the licensure period following the licensure period during which the license or registration was reinstated, a reinstated licensee or registrant shall have completed the number of continuing education hours required for renewal of a license or registration by Section 1 of this administrative regulation.

Section 6. Incorporation by Reference. (1) The following material is incorporated by reference:

(a) "Licensed Veterinarian Biennial Renewal Form (95)"; and

(b) "Veterinary Technician Annual Renewal Form (95)".

(2) This material may be inspected, copied, or obtained, subject to applicable copyright law, at Kentucky Board of Veterinary Examiners, 911 Leawood Drive, Frankfort, Kentucky 40601, Monday through Friday, 8 a.m. to 4:30 p.m., or by sending a request to the board at P.O. Box 1360, Frankfort, Kentucky 40602.

### **201 KAR 16:060. Complaint processing procedures.**

RELATES TO: KRS 321.235(2), 321.351, 321.360

STATUTORY AUTHORITY: KRS 321.235(2), (3), 321.240(5), 321.351, 321.360

NECESSITY, FUNCTION, AND CONFORMITY: KRS 321.235(2) authorizes the board to investigate an allegation of a practice which violates the provisions of KRS Chapter 321. This administrative regulation establishes the procedures for processing a complaint received by the board.

Section 1. Receipt of Complaints. (1) A complaint alleging misconduct which might constitute a violation of KRS Chapter 321 may be submitted by an individual, organization, or entity. A complaint shall be in writing and shall be signed by the person offering the complaint. The board may also file a complaint based on information in its possession.

(2) Upon receipt of a complaint, the board shall send a copy of the complaint to the licensed individual named in the complaint along with a request for that individual's response to the complaint. The response of the individual shall be required within twenty (20) days from the

date of receipt. Failure to respond in a timely fashion may constitute a violation of the code of ethical conduct pursuant to 201 KAR 16:010, Section 18.

Section 2. Initial Board Review. (1) After the receipt of a complaint and the time period for the individual's response has expired, the board shall consider the complaint, the licensed individual's response, and other relevant material available to the board. The determination that the board makes at this point shall be whether there is enough evidence to warrant an investigation.

(2) If, in the opinion of the board, a complaint does not warrant an investigation, the board shall notify both the complaining party and the licensed individual of the outcome of the complaint.

(3) If, in the opinion of the board, a complaint warrants an investigation, the board shall open an investigation into the matter.

Section 3. Results of Investigation. (1) Upon completion of the investigation, the board shall review the investigative report and shall determine whether there is enough evidence to believe that a violation of KRS Chapter 321 may have occurred.

(2) If the board dismisses the complaint, it shall notify both the complaining party and the licensed individual of the outcome of the complaint.

(3) If the board does not dismiss the complaint, it shall proceed in accordance with the provisions of KRS 321.360.

**201 KAR 16:080. Certified animal control agencies.**

RELATES TO: KRS 321.207

STATUTORY AUTHORITY: KRS 321.207(2), 321.235(3)

NECESSITY, FUNCTION, AND CONFORMITY: KRS 321.207(3) authorizes the board to certify an animal control agency who has been issued a registration certificate by the federal Drug Enforcement Agency to euthanize animals. KRS 321.207(2) requires the applicant to comply with administrative regulations that establish standards for the proper storage and handling of the drugs the board has authorized for use, and other provisions that may be necessary to ensure that the drugs are used safely and solely for the purpose of euthanizing animals. This administrative regulation establishes the certification requirements, standards for proper drug storage, and drugs that may be used by animal control agencies.

Section 1. General Requirements. (1) The applicant shall apply to the board for a certificate as a certified animal control agency as defined by KRS 321.207.

(2) The applicant shall pay the initial certification fee as set forth in 201 KAR 16:015.

(3) The applicant shall apply to the Drug Enforcement Administration, United States Department of Justice, for registration as a practitioner and designate "animal shelter" on the appropriate DEA form.

(4) The applicant shall undergo an inspection of the facility by a person authorized by the board prior to issuance of the certificate.

(5) Upon request, a certified animal control agency shall submit to inspection by a person authorized by the board upon request.

(6) A certified animal control agency shall designate an on-site manager of the shelter. The agency shall notify the board within ten (10) days of any change in the on-site manager of the shelter.

Section 2. Approved Drugs. A certified animal control agency shall be restricted to the purchase of sodium pentobarbital and sodium pentobarbital with lidocaine for the purpose of euthanizing animals. Federal Schedule II order forms (DEA-222) are required for the purchase of sodium pentobarbital.

Section 3. Records. (1) A certified animal control agency shall maintain records of purchases and administration of sodium pentobarbital and sodium pentobarbital with lidocaine for a period of not less than two (2) years.

- (2) Records of administration shall include:
  - (a) The date of use;
  - (b) Identification of the animal;
  - (c) The amount of the drug used;
  - (d) The signature of the person administering the drug;
  - (e) The signature of the on-site manager certifying the accuracy of the administration of sodium pentobarbital and sodium pentobarbital with lidocaine not less than once per month; and
  - (f) The signature of the on-site manager certifying to the accuracy of the records.
- (3) Records of purchases of sodium pentobarbital and sodium pentobarbital with lidocaine shall be maintained in a separate file from the records of administration.
- (4) The records of purchases and administration records are subject to audit by the Drug Enforcement Administration or authorized employees of the board to determine adequacy, accuracy, and validity of the recordkeeping.
- (5) The records of purchases and administration shall be maintained at the location of the agency.

Section 4. Storage. (1) Sodium pentobarbital and sodium pentobarbital with lidocaine shall be stored in a securely locked cabinet within a locked storage room.

(2) Schedule II order forms shall be stored in a securely locked cabinet within a locked storage room.

Section 5. Disposal of Needles and Medical Waste. All needles generated in the process of euthanizing animals shall be disposed of pursuant to KRS 217.177(6).

Section 6. Disciplinary Action. A certified animal control agency shall be subject to disciplinary action pursuant to KRS 321.235(7) for a violation of applicable statutes or administrative regulations.

**201 KAR 16:090. Certification as an animal euthanasia specialist.**

RELATES TO: KRS 321.207

STATUTORY AUTHORITY: KRS 321.235

NECESSITY, FUNCTION, AND CONFORMITY: KRS 321.207(4) requires the board to issue a certificate to a person who meets the qualification of an animal euthanasia specialist. This administrative regulation establishes the qualifications for certification as an animal euthanasia specialist and the duties of an animal euthanasia specialist.

Section 1. In order to qualify for certification as a certified euthanasia specialist an applicant shall:

- (1) Be twenty-one (21) years of age;
- (2) Be of good moral character;
- (3) Not have been convicted of, or entered an "Alford" plea or plea of nolo contendere to, irrespective of an order granting probation or suspending imposition of any sentence imposed following the conviction or entry of such plea, one (1) or more of the following:
  - (a) A felony;
  - (b) An act involving moral turpitude or gross immorality; or
  - (c) A violation of any law, rule, or administrative regulation of this state, any other state, or the federal government which involves the use or trafficking of illegal substances;
- (4) After December 31, 2002, have received a high school diploma or GED;
- (5) Pay the initial certification fee as specified in 201 KAR 16:015;
- (6) Be employed by a certified animal control agency;
- (7) Complete a sixteen (16) hour euthanasia specialist training course as set forth in Section 2 of this administrative regulation; and
- (8) Complete the "Application for Animal Euthanasia Specialist Certification".

Section 2. Euthanasia Specialist Training Course Curriculum. (1) The curriculum for the sixteen (16) hour euthanasia specialist course shall provide information on the following subjects:

(a) Pharmacology, proper administration and storage of euthanasia solutions that shall consist of a minimum of eight (8) hours;

(b) Federal and state laws regulating the storage and accountability for euthanasia solutions;

(c) Euthanasia specialist stress management;

(d) Proper animal handling with emphasis on easing the trauma and stress to the animal; and

(e) Disposal of euthanized animals.

(2) A training course for a euthanasia specialist shall be reviewed and approved by the board prior to presentation. A provider of a euthanasia specialist training shall submit the following information:

(a) A published course or similar description;

(b) Names and qualifications of instructors;

(c) A copy of the program agenda indicating hours of education, coffee, and lunch breaks; and

(d) Official certificate of completion from the sponsoring agency.

Section 3. Employment and Termination. (1) A certified animal euthanasia specialist may function only while employed by a certified animal control agency.

(2) Upon termination from a certified animal control agency, a certified animal euthanasia specialist shall not perform animal euthanasia until employed by a certified animal control agency.

Section 4. Duties of a Certified Animal Euthanasia Specialist. The duties of certified animal euthanasia specialist shall include the following:

(1) Preparing animals for euthanasia;

(2) Carefully and accurately recording dosages and drug waste;

(3) Ordering supplies and drugs;

(4) Maintaining the security of all controlled substances and drugs;

(5) Reporting to the board any infraction of KRS Chapter 321 or the administrative regulations promulgated thereunder;

(6) Humanely euthanizing animals;

(7) Disposing of the bodies in a manner in the same manner as established by KRS 257.160;

(8) Maintaining his certification;

(9) Reporting to the board any change of address; and

(10) Providing a written response to a complaint or inquiry from the board within fifteen (15) working days of receipt.

Section 5. Approved Methods of Euthanasia. (1) A certified animal euthanasia specialist shall perform euthanasia by means of lethal injection on an animal by use of sodium pentobarbital or sodium pentobarbital with lidocaine, in a manufactured dosage form, whose only indication is for euthanizing animals.

(2) When using a lethal solution to perform euthanasia on an animal, a certified animal euthanasia specialist shall use the appropriate solution in accordance with the following methods and in the following order of preference:

(a) Intravenous injection by hypodermic needle;

(b) Intraperitoneal injection by hypodermic needle;

(c) Intracardial injection by hypodermic needle, but only on a sedated or unconscious animal;

(d) Solution or powder added to food.

Section 6. Disciplinary Action. A certified animal euthanasia specialist shall be subject to disciplinary action pursuant to KRS 321.235(7) and 321.351 for any applicable violation of the Kentucky Revised Statutes or administrative regulations or any federal statutes or regulations.

**201 KAR 16:100. Examination.**

RELATES TO: KRS 321.193

STATUTORY AUTHORITY: KRS 321.193(1), (2), 321.235(1), (3), (5), 321.240(5)

NECESSITY, FUNCTION, AND CONFORMITY: KRS 321.193 provides that the examinations required for licensure shall be approved by the board. This administrative regulation identifies the examinations that are required for licensure by the board.

Section 1. (1) The examination required for licensure shall be the North American Veterinary Licensing Examination (NAVLE) developed by the National Board of Medical Examiners.

(2) Candidates shall apply to the board for verification of eligibility to take the NAVLE.

(3) Candidates seeking to take the NAVLE shall apply directly to the National Board Examination Committee for Veterinary Medicine for admission to the examination.

(4) Applicants for licensure shall also be required to achieve a score of seventy-five (75) percent or higher on the Kentucky State Board Examination which shall cover the specific requirements of KRS Chapter 321 and the administrative regulations promulgated pursuant thereto.

(5) The board shall recognize passing scores on the National Board Examination (NBE) and the Clinical Competency Test (CCT) if the applicant for licensure completed both examinations before May, 2000.